

UTILITIES SERVICE BOARD MEETING

January 27, 2003

UTILITIES SERVICE BOARD MEETINGS ARE RECORDED ELECTRONICALLY OR STENOGRAPHICALLY AND ARE AVAILABLE DURING REGULAR BUSINESS HOURS IN THE OFFICE OF THE DIRECTOR OF UTILITIES.

Board President Swafford called the regular meeting of the Utilities Service Board to order at 5:00 p.m.

Board members present: Tom Swafford, Jeff White, Sam Vaught, Tim Henke, Dick Eherenman, and ex-officio member Tom Micuda. Staff members present: Mike Phillips, Mike Bengtson, John Langley, Steve Drake, John Trotter, Jonathan Heald, Margaret Dalle-Ave, Jan Spruytenburg, Mike Hicks, and Kriste Lindberg. Also present: Gary Kent.

ROLL CALL:

5 members present.

MINUTES:

VAUGHT MOVED AND EHERENMAN SECONDED THE MOTION TO APPROVE THE MINUTES OF THE JANUARY 13, 2003, MEETING AS PRESENTED. 5 AYES. 2 MEMBERS ABSENT (EHMAN & POWELL).

CLAIMS:

EHERENMAN MOVED AND VAUGHT SECONDED THE MOTION TO APPROVE THE FOLLOWING CLAIM:

CLAIM 0390120 INCLUDING \$34,784.18 FROM THE WATER OPERATIONS & MAINTENANCE FUND FOR A TOTAL OF \$34,784.18 FROM THE WATER UTILITY; CLAIM 0390120 INCLUDING \$55,106.99 FROM THE WASTEWATER OPERATIONS & MAINTENANCE FUND FOR A TOTAL OF \$55,106.99 FROM THE WASTEWATER UTILITY. TOTAL CLAIMS APPROVE - \$89,891.17. MOTION CARRIED. 5 AYES. 2 MEMBERS ABSENT (EHMAN & POWELL).

EHERENMAN MOVED AND VAUGHT SECONDED THE MOTION TO APPROVE CLAIMS:

CLAIMS 0390126 THROUGH 0390175 INCLUDING \$24,106.59 FROM THE WATER OPERATIONS & MAINTENANCE FUND FOR A TOTAL OF \$24,106.59 FROM THE WATER UTILITY; CLAIMS 0330092 THROUGH 0330116 INCLUDING \$32,960.10 FROM THE WASTEWATER OPERATIONS & MAINTENANCE FUND FOR A TOTAL OF \$32,960.10 FROM THE WASTEWATER UTILITY; CLAIM 0370004 INCLUDING \$477.00

FROM THE WASTEWATER/ STORMWATER FUND FOR A TOTAL OF \$477.00 FROM THE WASTEWATER/ STORMWATER UTILITY. TOTAL CLAIMS APPROVED – \$57,543.69. MOTION CARRIED. 5 AYES. 2 MEMBERS ABSENT (EHMAN & POWELL).

VAUGHT MOVED AND WHITE SECONDED THE MOTION TO APPROVE CLAIMS:

CLAIMS 0390081 THROUGH 0390151 INCLUDING \$49,129.79 FROM THE WATER OPERATIONS & MAINTENANCE FUND FOR A TOTAL OF \$49,129.79 FROM THE WATER UTILITY; CLAIMS 0330060 THROUGH 0330104 INCLUDING \$115,383.32 FROM THE WASTEWATER OPERATIONS & MAINTENANCE FUND FOR A TOTAL OF \$115,383.32 FROM THE WASTEWATER UTILITY; CLAIM 0370002 INCLUDING \$6,477.44 FROM THE WASTEWATER/ STORMWATER FUND FOR A TOTAL OF \$6,477.44 FROM THE WASTEWATER/ STORMWATER UTILITY. TOTAL CLAIMS APPROVED – \$170,990.55. MOTION CARRIED. 5 AYES. 2 MEMBERS ABSENT (EHMAN & POWELL).

Board member Vaught requested a list of the type of work reported on claim 0390101 from O. W. Krohn CPA CMA. Utilities Director Phillips stated that this will be determined and a report made.

Board member Henke requested a copy of SRF applications. Utilities Director Phillips stated that such copies will be provided.

Board President Swafford requested an update report on the Tenth Street project. This will be provided at a future meeting.

Board Vice President Ehman arrived at the meeting at this time.

FUNDING REQUESTS:

S03-4701 – Dillman Road Wastewater Plant Drainage Ditch. Estimated cost - \$43,200.00.

Board members were presented with a corrected copy of this funding request. (A copy of each is attached to the minutes.) Assistant Director Langley explained that the type of funding was originally listed as State Revolving Funds; however, this project was not included in the SRF program. Therefore, the type of funding was changed to Wastewater O&M Fund.

VAUGHT MOVED AND WHITE SECONDED THE MOTION TO APPROVE FUNDING REQUEST S03-4701 – DILLMAN ROAD WASTEWATER PLANT DRAINAGE DITCH. MOTION CARRIED. 6 AYES. 1 MEMBER ABSENT (POWELL).

AWARD OF BID FOR WESTWOOD/HIGHLAND VILLAGE SANITARY SEWER REHABILITATION – S01-4501C:

At the request of Board President Swafford, Assistant Director Bengtson presented a brief synopsis of this project. Mr. Bengtson further explained that, at the recommendation of staff

members and the engineering consulting firm, it is requested that this bid be awarded to Infrastructure Systems, Inc.

WHITE MOVED AND HENKE SECONDED THE MOTION TO AWARD THE BID FOR WESTWOOD/HIGHLAND VILLAGE SANITARY SEWER REHABILITATION – S01-4501C TO INFRASTRUCTURE SYSTEMS, INC. PER RECOMMENDATION. MOTION CARRIED. 1 MEMBER ABSENT (POWELL).

OLD BUSINESS:

No old business was presented.

NEW BUSINESS:

No new business was presented.

SUBCOMMITTEE REPORTS:

Administrative Subcommittee –

Board member Vaught stated that the Administrative Subcommittee met to consider the matter relating to a large bill. This matter was continued to allow for further investigation and review. A report will be made at a future Utilities Service Board meeting.

Rules & Regulations Subcommittee –

Board member Eherenman stated that the Rules & Regulations Subcommittee is scheduled to meet on Friday, January 31, 2003, at the Service Control Center.

STAFF REPORTS:

Assistant Engineer Heald introduced Kriste Lindberg. Ms. Lindberg showed a PowerPoint presentation regarding the Storm Drain Marking Program. (A copy of the presentation is attached to the minutes.) Ms. Lindberg also presented Board members with a brochure explaining the program. (A copy of the presentation is attached to the minutes.)

PETITIONS & COMMUNICATIONS:

No petitions and communications were presented.

ADJOURNMENT:

The meeting was adjourned at 5:29 p.m.

L. Thomas Swafford, President